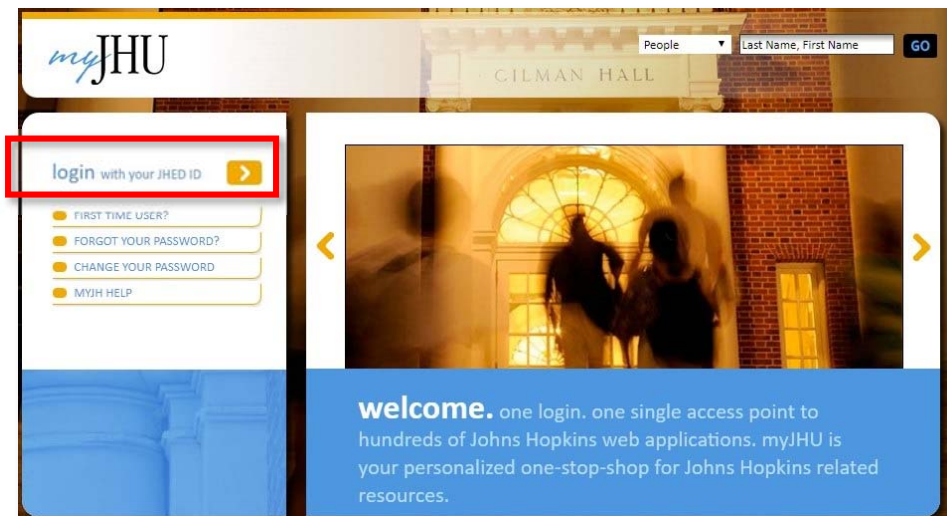


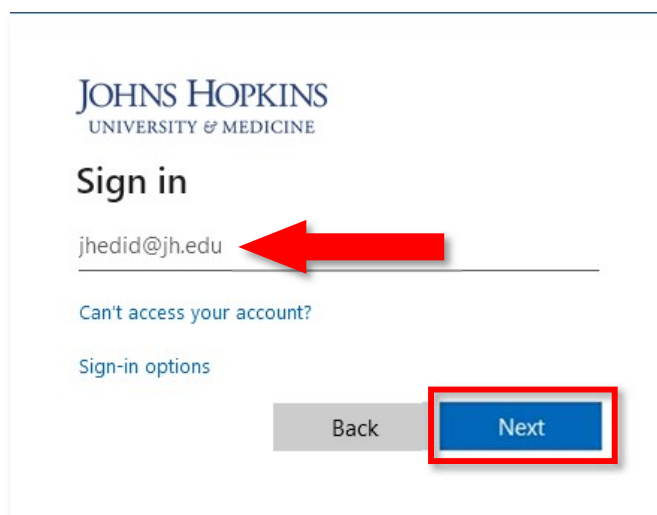


Mapping a drive with OneDrive for Windows.

1. Open a web browser and go to <https://my.jh.edu>
2. On the **myJHU** website, click **login with JHED ID**.



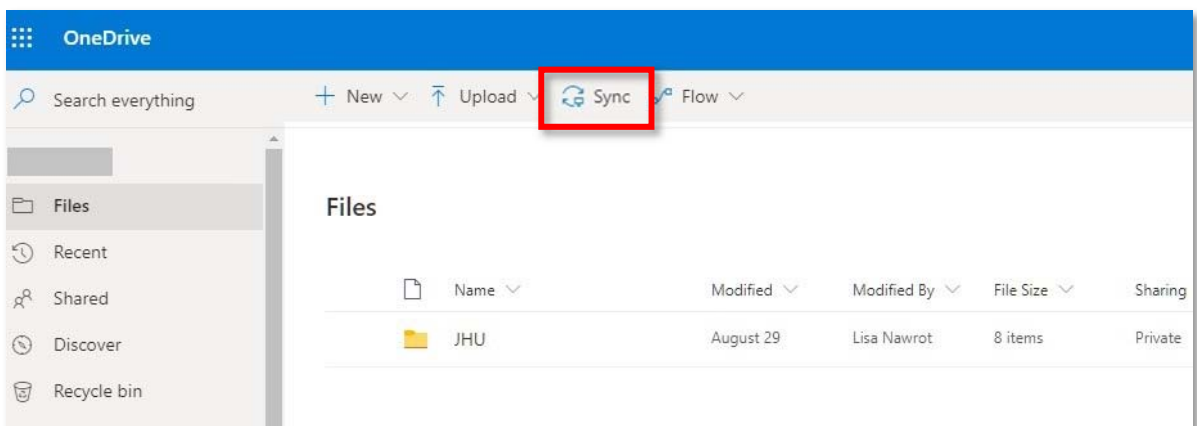
3. On the **Enterprise Authentication** page, enter your **JHEDID@jh.edu** (ex. *jsmith1@jh.edu*) and click **Next**.



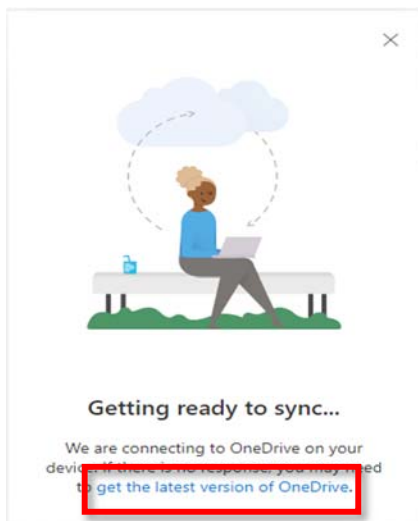
4. Enter your JHED password and click **Sign In**.



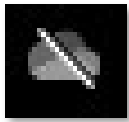
5. Once in OneDrive, click **Sync**.



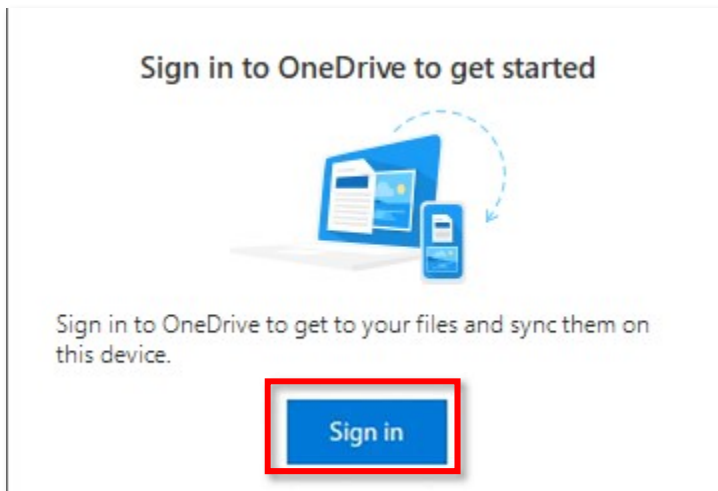
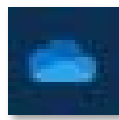
6. OneDrive will attempt to sync to your device. If it does not do so automatically, click **get the latest version of OneDrive** at the bottom to download OneDriveSetup.exe and then double-click the .exe file to install.



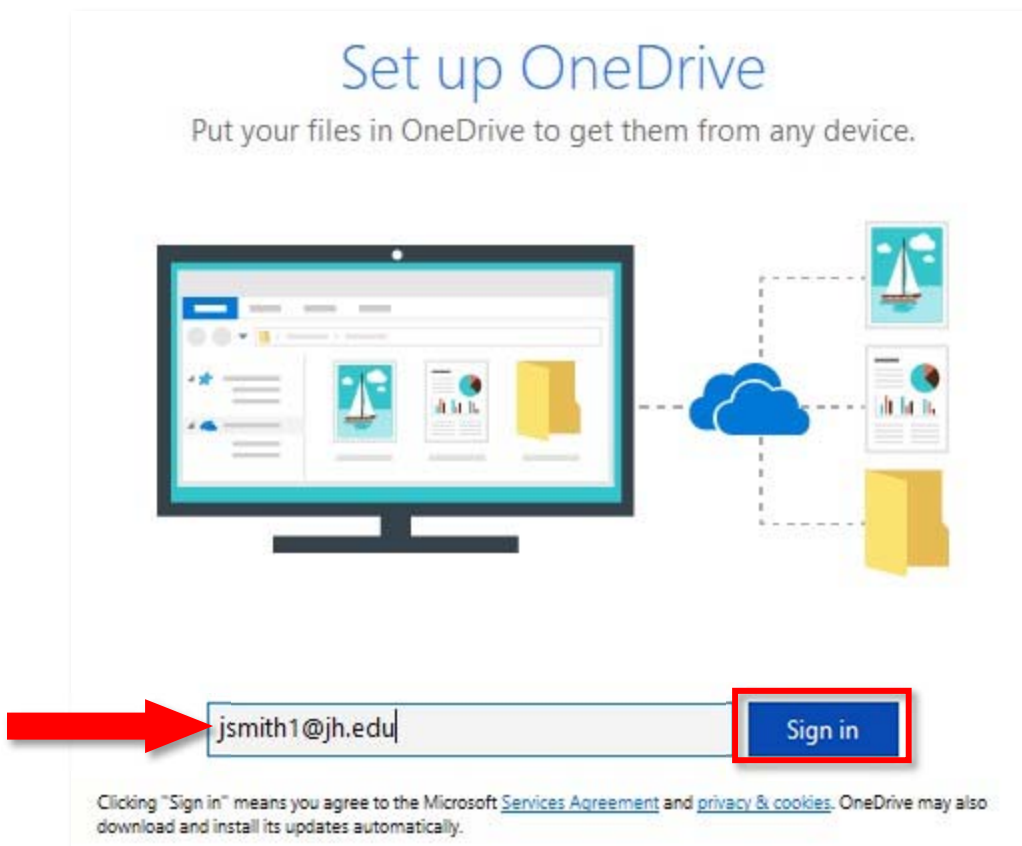
- Once OneDrive is installed, look for the OneDrive icon in the lower right of the taskbar and click it to open the Sign In page. Click **Sign in**.



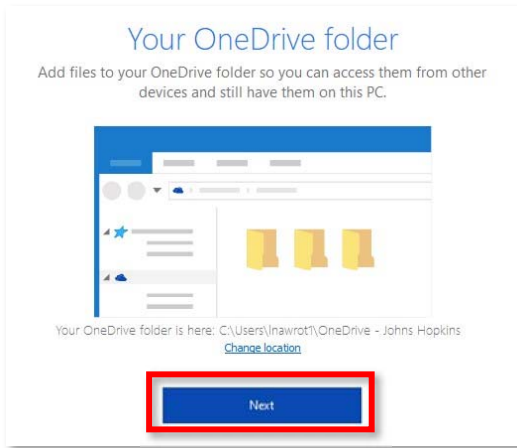
or



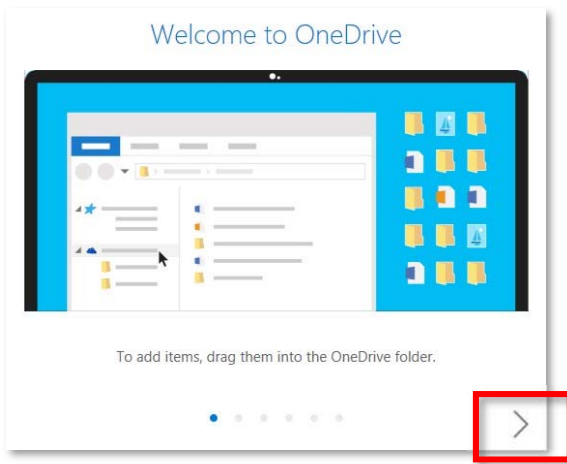
- Enter your **JHEDID@jh.edu** (ex. *jsmith1@jh.edu*) and click **Sign in**.



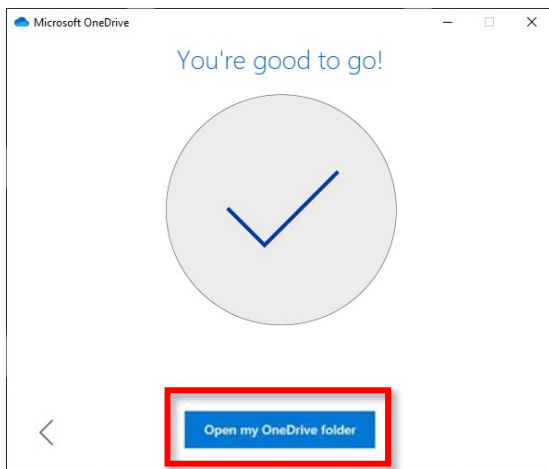
9. Click Next.



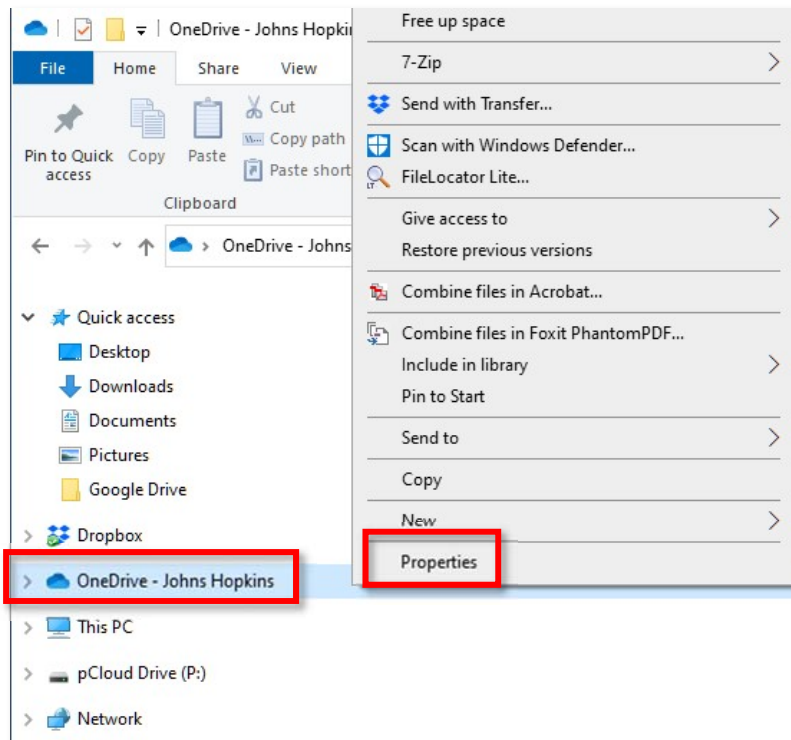
10. Click the arrow to go through each screen.



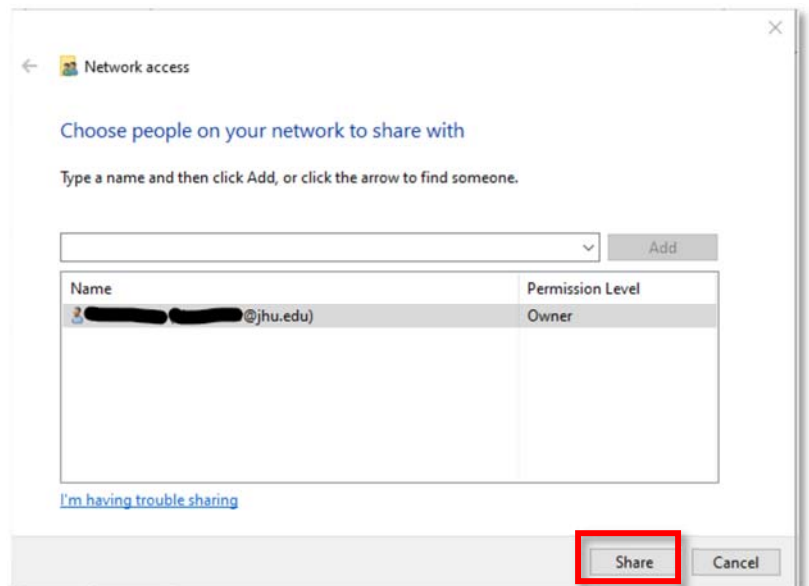
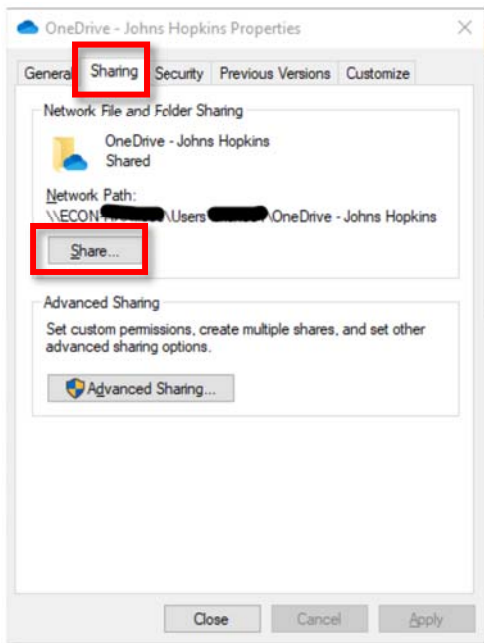
11. Click **Open my OneDrive Folder**.



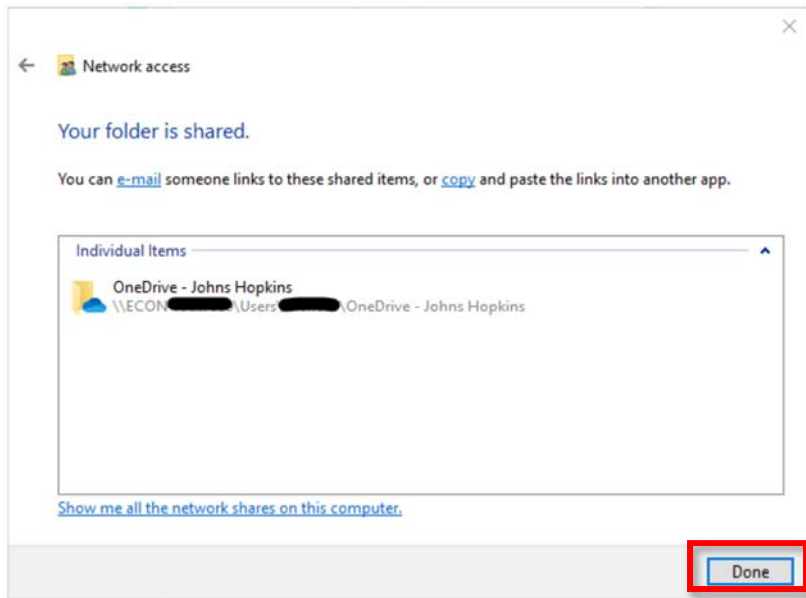
12. Open Windows File Explorer, right-click **OneDrive** and select **Properties**.



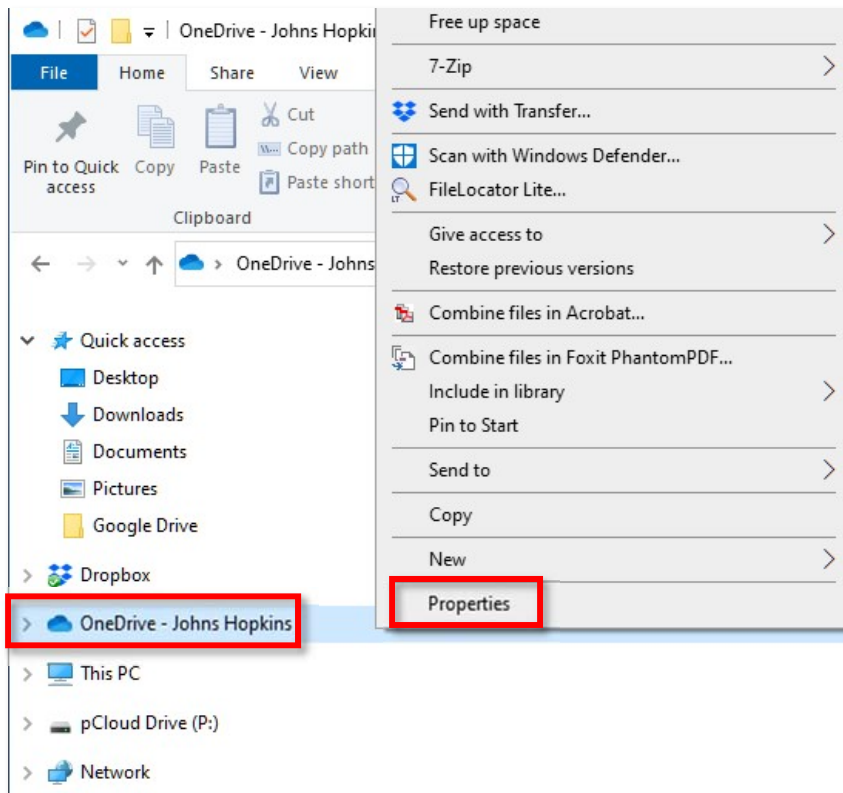
13. Click the **Sharing** tab and then click **Share...** Add yourself to the list of people to share. Click **Share**.



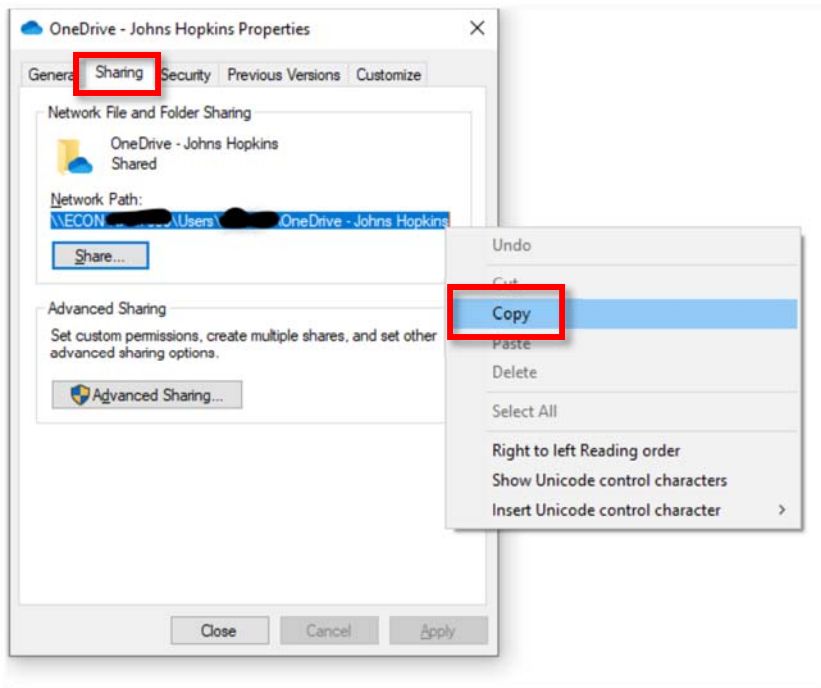
14. Click **Done**.



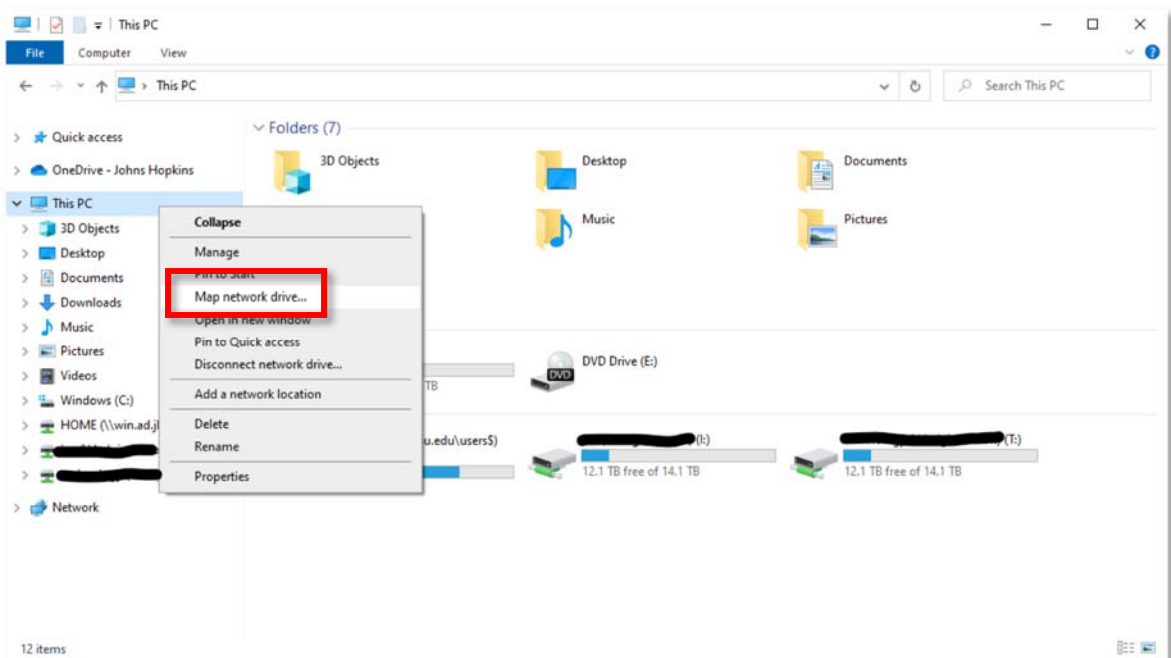
15. Open Windows File Explorer, right-click **OneDrive** and select **Properties**.



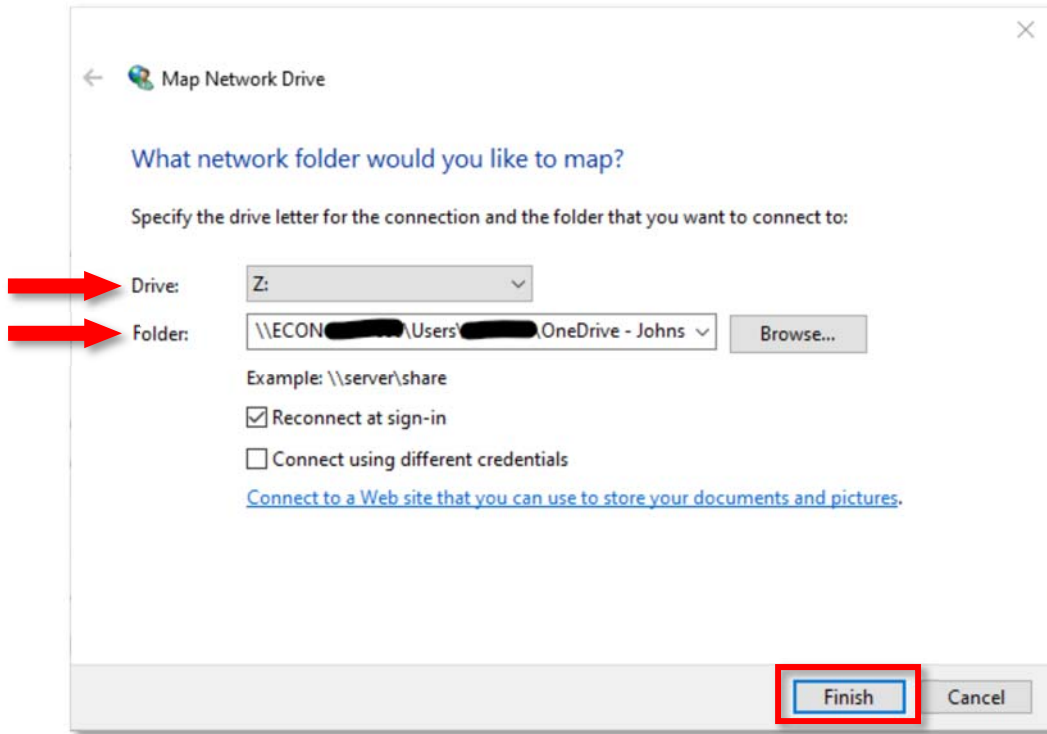
16. Click **Sharing** tab and right-click **Network Path** and select **Copy**.



17. Open Windows File Explorer, right-click on **This PC** and select **Map Network Drive**.



18. Select an available **Drive letter** and paste the network path in the **Folder** field. Click **Finish**.



19. The mapped network drive will now show under **Network Locations** in Windows File Explorer.

